

**MINUTES OF THE COMMON COUNCIL
WORK SESSION
November 27, 2012
City Council Chambers – Rouss City Hall**

DRAFT

PRESENT: President Jeff Buettner; Councilor Evan Clark, John Hill, John Tagnesi, Les Veach and Ben Weber; Vice-Mayor Milt McInturff; Mayor Elizabeth Minor; Vice-President John Willingham (9)

ABSENT: None (0)

President Buettner called the meeting to order at 6:00 p.m.

Items for Discussion:

R-2012-83: Resolution – Authorization to implement the new park user group fee formula to begin on July 1, 2013

Parks & Recreation Director Brad Veach presented a resolution to implement a new park user group fee formula. He stated the formula will allow the park to recover costs but also establish a capital improvement fund for repairs and maintenance for the aging facilities. Mr. Veach reviewed the 4 options considered by the Parks Board and stated the board recommended option 4. The fees would be effective July 1, 2013.

Vice-Mayor McInturff moved to forward R-2012-83 to Council with option #4. *The motion was seconded by Councilor Tagnesi then approved 7/2 with Vice-President Willingham and Councilor Weber voting in the negative.*

R-2012-84: Resolution – Authorization to implement the new park facility, program and activity fee schedule to begin in April 2013

Mr. Veach presented a resolution to implement a new park facility, program and activity fee schedule. He stated this will establish a resident, non-resident, and city non-profit rate but eliminate the commercial rate. The drop in rate will increase by \$1 a day to encourage the use of membership rates. Mr. Veach presented a summary of all the programs that showed the current rates and the proposed rates.

Councilor Veach moved to forward R-2012-84 to Council. *The motion was seconded by Councilor Hill then unanimously approved.*

R-2012-85: Resolution – Authorization to apply and accept the Local Emergency Performance Grant for 2012

Finance Director Mary Blowe presented the request to apply and accept the Local Emergency Performance Grant. She stated the grant was received every year for emergency management.

Vice-President Willingham moved to forward R-2012-85 to Council. *The motion was seconded by Councilor Veach then unanimously approved by voice-vote.*

O-2012-36: AN ORDINANCE TO AMEND AND REENACT ARTICLES 1 AND 18 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO THE DEFINITION OF DONATION DROP-OFF BOXES AND SITING PROVISIONS RELATED THERETO

Zoning Administrator Aaron Gridale presented an ordinance to set the guidelines for the requirements and placement of donation drop-off boxes in the community.

Councilor Clark moved to forward O-2012-36 to Council. *The motion was seconded by Councilor Veach then unanimously approved by voice-vote.*

CU-12-489: Conditional Use Permit – Request of Dora Chapman for conversion of ground floor nonresidential use to residential use at 116 East Cork Street

Planning Director Tim Youmans presented the request to convert the ground floor of a structure that looks residential and converted into an office back into a single family residence. The Planning Commission set two conditions to comply with that include flood proofing and submitting the floor plans for approval.

Councilor Veach moved to forward CU-12-489 to Council. *The motion was seconded by Councilor Weber then unanimously approved by voice-vote.*

R-2012-86: Resolution – Approval to concur with a financing to be undertaken by the EDA of the Town of Mount Jackson, Virginia to benefit Shenandoah University

Ms. Blowe presented the resolution prepared by Hunter Williams, bond counsel for Shenandoah University, to allow for financing through the EDA of Town of Mount Jackson.

Vice-Mayor McInturff moved to forward R-2012-86 to Council.

City Attorney Anthony Williams stated the IRS requires the City have a resolution from the EDA that is doing the bonds. However, they will not approve the resolution until the day before the December 11, 2012 Council meeting. A copy of the resolution will be provided to Council at the December meeting.

The motion passed unanimously.

Report of Liaisons

Monthly Reports

Finance Department

Adjourn

On a motion by Vice-President Willingham, the meeting adjourned at 7:14 p.m.